

**Agency: Commerce, Community and Economic Development****Grants to Municipalities (AS 37.05.315)****Grant Recipient: Juneau****Project Title:**

## Juneau - Juneau School District Safety Upgrades

**State Funding Requested: \$ 147,000**  
One-Time Need**House District: Juneau Areawide (3-4)****Brief Project Description:**

In the event of a school based emergency teachers are required to lock their doors. This project will provide funding to upgrade the locks and doors so the teachers may lock the doors from the safety of inside their classrooms without having to step outside into the hallway.

**Funding Plan:****Total Cost of Project: \$147,530**

	<u>Funding Secured</u>		<u>Other Pending Requests</u>		<u>Anticipated Future Need</u>	
	<i>Amount</i>	<i>FY</i>	<i>Amount</i>	<i>FY</i>	<i>Amount</i>	<i>FY</i>
Local Funds					\$530	2009
Total					\$530	

**Detailed Project Description and Justification:**

The Juneau Emergency Preparedness Plan, updated in the spring of 2007 includes a teacher action plan in the event of a school-based emergency. This plan calls for teachers in certain emergencies to keep their students in place and secure doors from entry. Currently, school staff must step outside the room and use a key to secure the entry door. This request would correct this dangerous situation and implement this important safety upgrade.

**Project Timeline:**

The project is projected to be completed by the end of FY2010.

**Entity Responsible for the Ongoing Operation and Maintenance of this Project:**

Juneau School District

**Grant Recipient Contact Information:**

Contact Name: Peggy Cowan  
 Phone Number: 523-1700  
 Address: 10014 Crazy Horse Drive  
 Juneau, AK 99801  
 Email: peggy\_cowan@jsd.k12.ak.us

Has this project been through a public review process at the local level and is it a community priority? ☒ Yes ☐ No

## SECTION 2

INITIAL EMERGENCY ACTIONS	13
EMERGENCY ACTIONS	14
Duck-Cover-Hold	14
Lockdown	14
Stay-Put	15
Shelter-In-Place	16
Evacuate	16

### INITIAL EMERGENCY ACTIONS

As mentioned in Section 1, there are five Initial Emergency Actions. They are:

- Duck-Cover-Hold
- Lockdown
- Stay-Put
- Shelter-In-Place
- Evacuation

The Principal, or designee, decides which action is appropriate and initiates the notice. Most often the order is given via intercom, with the exact terminology clearly used and repeated twice. Other pertinent information may follow the order, but the order itself must come first and be transmitted decisively.

A 911 call shall be made immediately after issuing an Initial Emergency Action. The Superintendent's office shall be called promptly thereafter, 523-1700.

As facts become known, and conditions change, the initial order may be amended by the Principal. First responders will help the Principal and/or district officials decide if, when, and how orders should be changed.

Eventually, the order(s) will be rescinded. Staff should be certain that the modifications or cancellations are being given by the proper authority, if the message is not coming from the Principal, or designee, or person who started the operation. Staff should not blindly obey an unknown voice on the intercom.

At times, expected communication may not occur, or may make matters worse for a subset of the school's population, and teachers may have to make independent decisions. Exercise your best judgment, but be particularly cautious when contemplating individual action.

**To assist staff in communicating what actions they have actually taken, and to help first responders determine where help is needed most, a color code marker system is used. In the typical classroom, two cards are displayed: one in an exterior window such that it can be seen by responders outside, and one in an interior window that may be seen by rescue teams working the halls. The interior window is generally a small one cut into the classroom door. The color codes are as follows:**

- **Red: We urgently need medical assistance. No suspect present.**
- **Green: We are okay. No suspect present.**
- **Yellow: We have evacuated this room.**

The absence of markers indicates to first responders the presence of a suspect and/or the likelihood that the room's occupants are unable to respond. The cards are generally thought of as applying to Active Attack situations, but there is no reason they can't be used for other events (fires, earthquakes, explosions, etc.).

## **EMERGENCY ACTIONS**

### **DUCK-COVER-HOLD:**

This action may be appropriate for:

- Earthquakes
- Explosions
- Avalanche/Landslide

As with each of the Initial Emergency Action orders, the "Duck-Cover-Hold" command is given by the Principal, or designee. This order is generally delivered via intercom. The need to Duck-Cover- Hold is generally obvious; it is the first response to loud, kinetic, catastrophic events.

Staff shall immediately ensure that students in classrooms:

- Drop to the floor
- Get under their desks or other furniture
- Hold on to a table leg or other stable support
- Remain until the order is rescinded or revised by a recognized authority

Students who are indoors, but not in a classroom, should be instructed by available personnel to move towards an interior wall, drop to the floor, and cover their heads with their hands. Similarly, students caught outdoors should be guided away from buildings or other structures that could collapse, and told to get down and cover their heads.

### **LOCKDOWN:**

This action may be appropriate for:

- Active Attack
- Intruder

As with each of the Initial Emergency Action orders, the "Lockdown" command is generally given by the Principal, or designee. This order is also generally delivered via intercom. However, due to the relatively subtle nature of an Active Attack (compared to, say, an earthquake), any employee sensing an imminent threat to life is authorized to call a Lockdown. As a result, the intercom may not be available to the employee making the announcement. Furthermore, use of the intercom to deliver such an order may not always be available. Individual phone calls, or runners, may be required to get the word out.

Staff shall immediately ensure that:

- Students indoors report to the nearest room.
- Students outdoors report to the predetermined off-site staging area.
- Students get down and seek cover away from windows and doors.
- All doors and windows are closed and locked.
- All lights are turned off.

- Doors and/or windows are covered, as appropriate, based on the threat.
- Roll is taken.
- Status is reported to the front office only when requested
- The appropriate color code markers are displayed (one visible from the hall, one visible from outside).
- This condition is maintained until the order is rescinded or revised by a recognized authority.

If an Active Attacker successfully gains entry to an occupied room, staff and students in that room should evacuate immediately, by any means, if possible.

When the situation is stable, the Principal, or designee, should call each class to determine status, gather threat information, obtain roll call results, and provide additional instruction if any. Teachers should not initiate such calls, as the phone/intercom system will become overloaded and the office over-whelmed.

### **STAY-PUT:**

This action may be appropriate for:

- Civil Disobedience/Student Disorder
- Death/Suicide Threats
- Fallen Aircraft
- Flood
- Irrational Behavior
- Loss of Utilities
- Animal Problem
- Weapons on Campus
- Windstorm

Additionally, Stay-Put is a prudent response to suspicious circumstances and other problems that do not yet involve the school but are in the school's immediate neighborhood. Police searching the area for a criminal suspect is a typical example. Stay-Put is also useful during locker searches.

As with each of the Initial Emergency Action orders, the Stay-Put command is given by the Principal, or designee. This order is generally delivered via intercom.

The order may be based on observations reported to the front office by third parties.

Staff shall immediately ensure that:

- All students outdoors are brought inside.
- All building entrance/exit doors are closed and locked
- All exterior windows are closed and locked.
- This condition is maintained until the order is rescinded or revised by a recognized authority.

Sometimes these simple measures are sufficient, and classes and other activities (such as lunch) may proceed without further disruption. However, the Principal, or designee, may determine that the situation is more serious, and these additional measures are required:

- Students in class will remain in class.
- Students out of class will be assembled in a secure area.

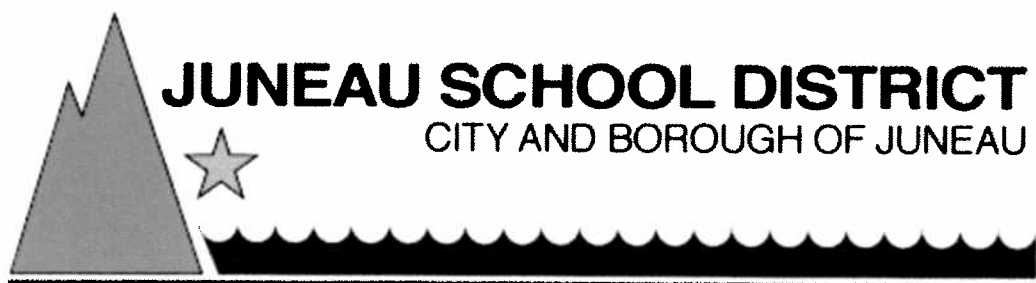
## Juneau School District - Emergency Preparedness Plan - Lock Corrections

Below is a breakdown of expense related to school safety and security to support the Juneau School District Emergency Preparedness Plan as it relates to school lockdown procedures. In Spring 2007 a safety and security audit was designed and based on the following:

- NEA Safe Schools Manual: Making Schools, Communities, and Families Safe for Children, and,
- Alaska Public Entity Insurance: School Safety and Security Checklist

All classroom doors should be able to be locked from inside the room. This is an estimate of the cost to replace only classroom and office hardware. The labor cost is for install of hardware only. The JSD EPP report recommend that "all teachers' doors have the ability to be locked from the inside of the classroom should a lock-down be warranted. Currently, most classroom doors cannot be locked from inside which creates numerous safety concerns." Cost estimates were not yet put out to bid, but are based on maintenance department supervisor cost analysis. The estimated timeline for a district-wide change out of locks is that interior locks for classrooms and office would be three months.

	Hardware	Labor
Auke Bay	\$11,100	\$1,100
Dzantik'I Heeni	\$14,700	\$1,470
Floyd Dryden	\$12,000	\$1,200
Gastineau	\$ 9,000	\$ 900
Glacier Valley	\$ 9,600	\$ 960
Harborview	\$ 8,700	\$ 870
Juneau-Douglas	\$30,000	\$3,030
Marie Drake	\$12,300	\$1,230
Mendenhall River	\$11,100	\$1,110
Riverbend	\$11,400	\$1,140
Yaakoosge' Daakahidi	\$ 4,200	\$ 420
<b>Totals</b>	<b>\$134,100</b>	<b>\$13,430</b>



## **Board of Education 2008 Capital Fund Needs**

### **For Consideration by the Legislative Delegation**

#### **TEXTBOOKS AND INSTRUCTIONAL MATERIALS**

**\$699,000**

The Juneau School District is requesting Legislative consideration of \$699,000 to be used for purchase of textbooks and instructional materials to support implementation of the curriculum review cycle. It has been more than eight years since purchases were made to update materials in science. Texts are needed to replace worn books until we are able to restore a regular replacement cycle linked to the State's six-year curriculum review cycle. The District's Science Curriculum Committee identified investing in appropriate new learning materials as its top priority and as essential for meeting the goals of the National Science Education Standards. The District is also requesting consideration of resources to help keep the Juneau School District's libraries up-to-date and provide more appropriate materials to accurately represent our Alaska Native students' heritage. Library materials are essential aids in increasing student achievement and addressing educational barriers that negatively impact Alaska Native students.

- |   |           |
|---|-----------|
| ➤ Replacement Texts   | \$175,000 |
| ➤ Science Text/Materials  | \$425,000 |
| <i>\$270,000 (\$3000 x 90 elementary kits)</i>                  |           |
| <i>\$ 72,000 (\$4000 x 18 secondary kits/equipment)</i>         |           |
| <i>\$83,000 (\$58,500 high school texts/\$24,500 equipment)</i> |           |
| ➤ Library Materials   | \$99,000  |

#### **SCHOOL SAFETY UPGRADES**

**\$462,530**

The District conducted an internal school safety audit in the spring of 2007. The audit uncovered a wide range of upgrades needed to assure each school is as safe as possible for Juneau students and staff, not only in a crisis or emergency, but for school safety on a daily basis. Those upgrades include the following:

- |   |          |
|---|----------|
| ➤ Public Address System Repairs & Additions | \$60,000 |
|---|----------|
- Public address systems allow for timely alert messaging in the event of emergency or crisis response. Two school public address systems do not reach public areas.

➤ Classroom Door Lock Correction \$147,530

The Juneau Emergency Preparedness Plan, updated in the spring of 2007 includes teacher action in the event of a school-based emergency to lock doors and keep students in place and to secure doors from entry. Currently, school staff must step outside the room and use a key to secure the entry door. This request includes both hardware and labor costs to correct this situation and implement this important safety upgrade.

➤ Fencing on Elementary School Playgrounds \$255,000

Preventing unauthorized access to students is high on the list of priorities when addressing safety. The needs vary by geographic location, including campus access by neighborhood, public trails, and forested areas bordering playgrounds (it has not been an isolated experience to have black bears enter school playgrounds while students are at recess). Improved fencing will assist school staff in monitoring school boundaries and help define response strategies by school staff.

<i>Auke Bay</i>	<i>\$ 5,000</i>
<i>Mendenhall River</i>	<i>\$ 60,000</i>
<i>Glacier Valley</i>	<i>\$ 80,000</i>
<i>Gastineau</i>	<i>\$ 70,000</i>
<i>Riverbend</i>	<i>\$ 40,000</i>